

6 APR 1950

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f. Development of standards and methods for the production of intelligence.

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a. One GS-15 Intelligence Officer to perform duties as indicated under Tab A. The qualifications for this position are included as Inclosure 1 to Tab A.

b. Two GS-14 Intelligence Officers to perform duties as indicated under Tabs B and C. Qualifications for these positions are included as Inclosure 1 to Tab B and Inclosure 1 to Tab C.

c. One GS-5 Clerk (Stenography) to provide clerical support for the proposed [REDACTED] Unit. 25X1A8a

4. This unit will be attached to the Office of the Assistant Director for administration during the period of its initial activation and pending further organizational considerations.

5. It is further requested that this Office be authorized to conduct preliminary explorations with respect to the availability of suitably qualified personnel for the foregoing positions subsequent to approval of the increase in the Table of Organization. The results of such explorations will be fully coordinated with the CIA Administrative Staff.

[REDACTED] 25X1A9a

Attachments

Tabs A, B, and C with inclosures

Tab A

INTELLIGENCE OFFICER (GS-15)

DUTIES AND RESPONSIBILITIES

In general, this officer shall concern himself with the production 25X1X4 of intelligence needed to plan and achieve national foreign [REDACTED] objectives, whether in war or peace.

In the fulfillment of this broad responsibility, he shall in particular:

a. Advise the Assistant Director for Reports and Estimates regarding production of [REDACTED] intelligence. 25X1X4

b. Sit as a member of the Estimates Production Board.

c. Direct the ORE [REDACTED]

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d. Develop, review, and continually adjust a program of national intelligence production designed to:

(1) Answer specific requirements of the NSC 59 organization, the Joint Chiefs of Staff, CIA, and such other agencies of the government which may be authorized to plan or conduct

25X1X4 [REDACTED], or strategic propaganda activities.

(2) Provide, in addition to specific requirements, the broad foundation of psychological intelligence needed to support and guide national security and policy planning, whether in peace, cold war, or actual war.

e. Produce, or coordinate the production of, national intelligence studies or estimates under the approved [REDACTED] intelligence program.

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f. Advise and assist regional and functional divisions in detecting and relating to other factors the [REDACTED] aspects of their various intelligence problems. 25X1X4

25X1X4

g. Furnish [REDACTED] intelligence advice and support to special interdepartmental intelligence facilities, such as the

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[REDACTED] Committees.

h. Develop, as may be necessary, standards and methods for the production of [REDACTED] intelligence. 25X1X4

i. Conduct, within pertinent security regulations, necessary liaison and relationships with other agencies of the government, and with external research specialists in these fields.

j. Represent the Central Intelligence Agency on permanent and ad hoc committees established for the above stated purposes.

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